

CHAPTER 33. LIBRARY DEPARTMENT.

ARTICLE I. LIBRARY DEPARTMENT ESTABLISHED

SECTION 101- LIBRARY DEPARTMENT. There is hereby established a Library Department for the City of Brewer. Its purpose shall be to provide for the citizens of Brewer a free public library; the promotion of scholarship and to encourage reading for pleasure; the acquisition of knowledge in all the arts and sciences among the citizens of Brewer; and to provide for Brewer's citizens an access to the Internet as well as a place for the preservation of the heirlooms and objects of interest from the past of Brewer and to preserve its history for posterity.

ARTICLE II. CITY LIBRARIAN.

SECTION 201. ESTABLISHMENT OF THE OFFICE OF CITY LIBRARIAN. In accordance with Article V, Section 3 of the Brewer City Charter, there is hereby created the office of City Librarian.

SECTION 202. APPOINTMENT. The City Librarian shall be appointed by the City Manager, subject to the confirmation of the City Council. The City Librarian shall serve until his or her successor is appointed and assumes the duties of City Librarian.

SECTION 203. DUTIES. The City Librarian shall:

- 203.1.** Hire all library personnel subject to approval of the City Manager.
- 203.2.** Supervise library personnel subject to approval of the City Manager.
- 203.3.** Administer all library facilities, including the premises occupied by the library; provide for the circulation, purchase and care of all reading material; provide for display, care and preservation of historic properties; oversee use of public computers.
- 203.4.** Keep statistical records and accounts and furnish same upon request of the City Manager or City Council.
- 203.5.** Prepare and present a budget for the ensuing year, to the City Manager.
- 203.6.** Receive all fines for the return of overdue materials and render an account of the same to the City Treasurer.
- 203.7** Carry out all lawful directives of the City Manager.

ARTICLE III. BOARD OF TRUSTEES.

SECTION 301. ESTABLISHMENT. There shall be a Board of Trustees of the Library Department who shall be five (5) in number. The Trustees shall be appointed by the City Council and each trustee shall serve for a term of five (5) years, ending on December 31st. effective January 31, 2004, the terms of duly appointed Trustees whose terms expired on November 30, 2003 and who are continuing to serve, shall be extended to March 31, 2004, the terms of Trustees scheduled to expire November 30, 2004 shall be extended to March 31, 2005, and the terms of Trustees scheduled to expire November 30, 2005 shall be extended to expire March 31, 2006. Thereafter, the terms of all members of the Board of Trustees appointed by the City Council for full terms shall expire on March 31st of the third year following their appoints. No member of the City Council shall be a member of the Board of Trustees. Vacancies on the Board of Trustees shall be filled by appointment made by the City Council for the un-expired term. (#1)

SECTION 302. MEETINGS. The Trustees shall meet each year in November and elect a Chairman and a Secretary for the ensuing year. The Chairman shall call meetings of the Board of Trustees and shall preside at such meetings. Any two (2) Trustees may call a meeting. Notice of meetings will require at least one (1) day's notice and confirmed either by telephone and mail. (#1)

SECTION 303. POWERS OF TRUSTEES. The Trustees shall coordinate with the City Finance Director all financial transactions of the trust properties of the Department in accordance with the laws of the State of Maine and the instrument which created the trust. The City Finance Director shall be the final authority for all financial transactions.

END OF CHAPTER NOTATIONS

1. Enacted 01/13/04, Effective 01/18/04 (2003-C023)